

# ***A G E N D A***

## ***Community Advisory Commission***

---

**November 5, 2008**  
Milpitas City Hall Committee Meeting Room  
455 E. Calaveras Blvd.  
7:00 p.m.

**I. Roll Call:** Joselito Abelardo, Reena Choudhury, Danny Fang, Jenifer Lind, Rajeev Madnawat, Viramrinder Meharu, Syed Mohsin, Michael Queenan, and Nelson Villegas  
Alternates: Nika Chen, Phong Nguyen and Heidi Pham

**II. Seating of Alternates:**

**III. Pledge of Allegiance:**

**IV. Approval of Agenda:**

**V. Approval of Minutes:** October 1, 2008

**VI. Announcements:**

**VII. Public Forum:**

---

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers are asked to supply their name and address for the record. Each person wishing to speak on an item before the CAC at a regular or special meeting shall be permitted to be heard once for a maximum of three minutes. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

---

**VIII. Liaison Reports**

**A. City Council Report** Councilmember Polanski

**IX. Old Business**

**A. Town Hall Meeting (Continued)**

This discussion is continued from the previous meeting. On October 1, 2008, Commissioner Lind provided background information for the coordination with representatives from the the Emergency Preparedness Commission (EPC) regarding the Town Hall Meeting to address the issue of earthquake/disaster safety preparedness on February 5, 2009. The CAC and EPC will establish subcommittees to work on various tasks. Commissioner Lind volunteered to head up the CAC subcommittee and will report on the status of the discussions with the EPC Chairman at the meeting.

**Recommendation:** Consider Commissioner Lind's update/status report for the February 5, 2009 Town Hall Meeting.

## **X. New Business**

### **B. Review 2009 Draft Work Plan**

**Background:** The CAC reviews its draft Work Plan annually and forwards the recommendation to the City Council. A copy of the draft Work Plan is included. The Work Plan lists the Commission's ongoing tasks and the prioritized short-term and long-term goals based on the current work plan. The Plan also indicates what month(s) these items are expected to be on the agenda.

**Recommendation:** Identify any modifications to the draft plan. Recommend that the City Council approve the draft 2009 CAC Work Plan.

### **C. Heritage Tree Nominations**

The CAC Work Plan schedules opportunities to nominate heritage trees in January, May and October. The major elements of the Heritage Tree Program are to:

- Recognize and designate individual trees or groves of trees to promote appreciation of the trees and their benefit to the community and to nurture and protect the trees as part of the city's heritage.
- Protect all heritage trees or groves through the Tree and Planting Ordinance.
- Make it unlawful for any person, other than City personnel in the performance of their duties, to remove a heritage planting without first applying for a permit from the Public Works Department.
- Provide a process for the City Council to designate individual trees or a grove of trees.

A heritage tree designation may be requested by any person and with the written consent of the property owner. A tree or grove of trees may be designated, as a Heritage Tree or a Heritage Tree Grove, with the finding that it is unique and of importance to the community due to any one of the following factors:

1. It is an outstanding specimen or grove of a desirable species.
2. It is one of the largest or oldest trees or grove of trees in Milpitas.
3. The tree, or grove of trees, possesses distinctive form, size, age, location and/or historical significance.

Heritage trees or groves that are removed without City approval must be replaced with one or more trees which, in the opinion of the Public Works Department, will provide comparable economic, aesthetic, or environmental value at the site or by reimbursing the City for the value of the tree or grove as determined by a certified arborist.

**Recommendation:** Determine if there are any new trees, or groves of trees, to recommend to the City Council for a heritage designation.

#### **D. Holiday Tree Decorating**

**Background:** The Annual Tree Lighting Ceremony and Open House will be Saturday, December 1<sup>st</sup> at 7:00 p.m. In past years, the CAC has reserved a designated tree and decorated it. This year the trees will be available to decorate on November 29 through 30<sup>th</sup>. The City will provide the lights and the CAC is responsible for any other decorations.

**Recommendation:** Confirm that the CAC will decorate a tree for the 2008 Tree Lighting Ceremony. Designate a lead commissioner and volunteers to decorate the tree.

#### **E. Subcommittee/Task Force Status Reports**

None

#### **XI. Adjournment to December 3, 2008.**

---

In compliance with the Americans with Disabilities Act, individuals requiring accommodation for this meeting should notify the City 48 hours prior to the meeting by calling the Community Advisory Commission (CAC) Recording Secretary at (408) 586-3275, or by calling TDD (408) 586-3013. The CAC Secretary will upon request provide to the visually impaired a recorded agenda or minutes on standard cassette or printed in large type.

---

#### **KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review. Materials related to an item on this agenda submitted to the Community Advisory Commission after initial distribution of the agenda packet are available for public inspection at the Planning Department at Milpitas City Hall, 455 East Calaveras Boulevard, Milpitas, CA 95035 during normal business hours. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT SUBCOMMITTEE at the City Attorney's office at the Milpitas City Hall, 455 E. Calaveras Blvd, Milpitas, CA 95035.

E-mail: [mogaz@ci.milpitas.ca.gov](mailto:mogaz@ci.milpitas.ca.gov)

Fax 408/586-3030

Phone 408/586-3040

A free copy of the Open Government Ordinance is available from the City Clerk's Office or by visiting the City's website [www.ci.milpitas.ca.gov](http://www.ci.milpitas.ca.gov) Select Open Government Ordinance under News Features